

ADMINISTRATIVE — INTERNAL USE ONLY

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LOGISTICS SERVICES DIVISION  
WEEKLY REPORT  
PERIOD ENDING 11 APRIL 1984

I. Progress Report on Tasks Assigned by the DCI/DDCI:

No items this reporting period. (U)

II. Items/Events of Major Interest:

a. Quality of Life: All rewallpapering of the public areas in the Office of Medical Services, DDA, was completed as of 4 April 1984.

The order for replacing the vinyl covering in the first floor elevator cores has been specified to the Procurement Division, OL, for RFP purposes. (U)

b. Memorial Wall: Mr. Harold Vogel, sculptor/designer, added six stars to the Memorial Wall in the main lobby of Headquarters Building on 10 April 1984. Per instructions from the Director of Personnel, the book will not reflect these additions. (U)

c. Hydraulic Barricades: Representatives of the Architectural Design Staff (ADS), OL/LSD, and the Physical Security Division, Office of Security (PSD/OS), met with Delta Scientific Corporation to review progress on the hydraulic barricades which were ordered for installation on the Headquarters compound. As a result of this meeting, revisions to drawings are in progress. (U/AIUO)

d. Front Entrance Barricades: Representatives of ADS and the Field Engineering Branch, OL/RECD, met to prepare a preliminary estimate of the cost to install the barricades at the front entrance to the Headquarters compound. The estimate is expected to be ready by the end of the week. (U/AIUO)

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e.  Building Backfill: A tentative decision has been made to install a new ceiling system in the 4E Corridor of Headquarters Building for the Office of Soviet Analysis (SOVA), DDI. Preliminary drawings are in progress for the new ceiling. Final drawings will be prepared upon receipt of SOVA's review of preliminary plans. The Administrative Staff, SOVA, has indicated that an answer should be forthcoming by midweek.

Sheetmetal work to install expanded metal above the new wall of the 7C25 vault for the Comptroller, DCI, is complete. The mason has completed the white coat around the two new doors. (U)

f. Resolution of Dispute: An ADS staff member met with representatives of the Office of Central Reference and Analytic Support Group (ASG), DDI, regarding a dispute over the location of a new partition between the two groups in Room 1E4810. A resolution to the dispute is pending as ADS is preparing a new layout for ASG in 1E4804. (U)

g. Renovations at Headquarters Building: The Sheetmetal Shop worked overtime this past weekend to complete the installation of a mixing box and supply diffuser in Room 1D90 for the Main Receptionist.

During a survey by PSD/OS on 4 April 1984, an opening in excess of 90 square inches was discovered in the corridor wall of the 4D57 vault. Masonry work to correct the problem and maintain security of the vault was completed on Tuesday, 10 April. This area is occupied by the Soviet/East European Division, DDO. (U/IUO)

h. Replacement of Light Fixtures: On Monday, 9 April, two GSA electricians began the replacement of 80 light fixtures in the 1B4003 area for the Information Management Staff, DDO. This work will correct a safety hazard resulting from improper lenses in these lights. (U)

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i. Delivery of Safes: As of 10 April, of a total of 125 Mosler safes procured by the Soviet/East European Division, DDO, 55 safes have been received and delivered to that division in exchange for Remington Rand safes. (U)

j. Carpeting: On 7 April 190 square yards of carpet were installed in Key and Ames Buildings for the Foreign Broadcast Information Service, DDS&T, and the Office of Finance, DDA. (U)

k. Transportation: During the past week, special transportation was provided for the Africa, East Asia, European, and Latin America Divisions, DDO, and the Office of Medical Services and Personnel, DDA. (U)

III. Significant Events Anticipated During the Coming Week:

No items this reporting period. (U)

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Chief /  
Logistics Services Division

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